

How To Read the Notice of Collections

Your Name
Your Street Address
Your City, State Zip Code

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Re 000123456700 John Brown
000123456701 Bill Green

1. The list of case numbers with names shows your ATLAS case numbers and the name of the non-custodial parent for that case.

Payments received and distributed/disbursed in (month or quarter), as well as payments previously received and identified for release to your case(s) in (month or quarter).

2	3	4	5	6	7	8
Non	Case	Date	Amt.	Current	Arrears	Paid
Custodial	Number	Rec'd	Rec'd	Support		To:
Parent						
Name						

2. **Non-Custodial Parent Name** – This is the name of the Non-custodial Parent whose case was given credit for the collection. All collections received during the Notice's time period from this non-custodial parent will be listed under this name.
3. **Case Number** – This is the ATLAS case number for which the collection was received.
4. **Date Rec'd.** – This is the date for which the collection was received. In the case of a collection made by a wage assignment, this will be the date that the collection was deducted from the paycheck. If a wage withholding did not make the collection, then this will be the date that the collection was received by DCSE.
5. **Amt. Rec'd** – The amount received is the amount of collection that DCSE received.
6. **Current Support** - This is the amount that was collected for current support.
7. **Arrears** - This is the amount that was collected for unpaid support from previous months (arrears).
8. **Paid To:** - This is the person to whom the payment was disbursed.

CP – the person who has custody of the child(ren)

AZ – Arizona kept this amount to pay back an amount you owed the State. If another state's abbreviation appears in this column, that means the collection was disbursed to that state for an amount you owe to them.

FE – the monthly processing

GT – genetic testing fee amount owed by the Non-Custodial parent.

Amt.
Rec'd.

9

\$1,234.56 A

9. An **A** next to an amount indicates that an adjustment was made to this collection. The date received (Date Rec'd) will show the original date of the receipt for this collection. To see how the collection was originally disbursed, you will need to look at the Notice of Collection that originally showed the collection and compare it to the Notice that shows the adjustment. If you have questions about the adjustment, you should call your local child support enforcement office for additional information.

Adjustment of Current Support Amount(s) per Court Order

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Case Number	Non Custodial Parent Name	Order Number	Adjusted to To	Pay Begin Date
000123456700	XXXXXXXXXX	DR2002-01234	\$111.11	MM/DD/YYYY

10. When your monthly court ordered support has been modified by the court, this message will appear at the end of the details of your notice. It will let you know that DCSE has received a copy of the court order, changed the support amount, and the date the new amount begins. If you went to court to have your support changed and do not see this message, please contact your local child support enforcement office, to ask if they have received a copy of the new court order.

If you currently receive public assistance from the State of Arizona, or did receive public assistance from the State of Arizona in the past, you will receive additional information with your Notice of Collections. This additional information will explain the amounts owed to you and the amounts assigned and owed to the State of Arizona.

For an explanation of how arrears are assigned to the State, please request a copy of the pamphlet Understanding [The Assignment of Rights](#) and [Understanding Disbursement](#) from your local child support office.

If you disagree with the amounts listed in the Notice, you may request an administrative review. Your written request for an administrative review should be sent to DCSE, P.O. Box 40408, Phoenix, AZ 85067, within 30 days after the date of the Notice.